



# South Coast Air Quality Management District

21865 Copley Drive, Diamond Bar, CA 91765-4178  
(909) 396-2000 • [www.aqmd.gov](http://www.aqmd.gov)

## ADMINISTRATIVE COMMITTEE MEETING

### Committee Members

Dr. William A. Burke, Chair  
Mayor Pro Tem Ben Benoit, Vice Chair  
Mayor Pro Tem Michael Cacciotti

**March 12, 2021 ♦ 10:00 a.m.**

**Pursuant to Governor Newsom's Executive Orders N-25-20 (March 12, 2020) and N-29-20 (March 17, 2020), the South Coast AQMD Administrative Committee meeting will only be conducted via video conferencing and by telephone. Please follow the instructions below to join the meeting remotely.**

## **INSTRUCTIONS FOR ELECTRONIC PARTICIPATION AT BOTTOM OF AGENDA**

**Join Zoom Webinar Meeting - from PC or Laptop**

**<https://scaqmd.zoom.us/j/93760468442>**

**Zoom Webinar ID: 937 6046 8442 (applies to all)**

**Teleconference Dial In**

**+1 669 900 6833**

**One tap mobile**

**+16699006833,93760468442#**

**Audience will be able to provide public comment through telephone or Zoom connection during public comment periods.**

**PUBLIC COMMENT WILL STILL BE TAKEN**

## **AGENDA**

*Members of the public may address this body concerning any agenda item before or during consideration of that item (Gov't. Code Section 54954.3(a)). If you wish to speak, raise your hand on Zoom or press Star 9 if participating by telephone. All agendas for regular meetings are posted at South Coast AQMD Headquarters, 21865 Copley Drive, Diamond Bar, California, at least 72 hours in advance of the regular meeting. Speakers may be limited to three (3) minutes each.*

**CALL TO ORDER**  
**- Roll Call**

**DISCUSSION ITEMS – Items 1 through 8:**

- |    |   |   |            |
|----|---|---|------------|
| 1. | Board Members' Concerns ( <b><i>No Motion Required</i></b> )<br><i>Any member of the Governing Board, on his or her own initiative may raise a concern to the Administrative Committee regarding any South Coast AQMD items or activities.</i>  | Dr. William A. Burke<br>Committee Chair                               |            |
| 2. | Chairman's Report of Approved Travel ( <b><i>No Motion Required</i></b> )   | Dr. Burke   |            |
| 3. | Report of Approved Out-of-Country Travel<br>( <b><i>No Motion Required</i></b> )  | Wayne Nastri<br>Executive Officer                                     |            |
| 4. | Review April 2, 2021 Governing Board Agenda   | Wayne Nastri  | pgs. 1-9   |
| 5. | Approval of Compensation for Board Member Assistant(s)/<br>Consultant(s) (Any material, if submitted, will be distributed at the meeting.) ( <b><i>Motion Requested if Proposal Made</i></b> )  | Dr. Burke   |            |
| 6. | Update on South Coast AQMD Inclusion, Diversity and Equity<br>Efforts ( <b><i>No Motion Required</i></b> )<br><i>Staff will provide an update on current and future efforts for our internal processes and programs, and to improve how we work with communities.</i>   | Cessa Heard-Johnson<br>Diversity, Equity and<br>Inclusion Officer     | pgs. 10-13 |
| 7. | Budget and Economic Outlook Update ( <b><i>No Motion Required</i></b> )<br><i>Staff will provide an update on economic indicators and key South Coast AQMD metrics.</i>   | Jill Whynot<br>Chief Operating Officer                                |            |
| 8. | Status Report on Major Ongoing and Upcoming Projects for<br>Information Management ( <b><i>No Motion Required</i></b> )<br><i>Information Management is responsible for data systems management services in support of all South Coast AQMD operations. This action is to provide the monthly status report on major automation contracts and planned projects.</i> | Ron Moskowitz<br>Chief Information Officer,<br>Information Management | pgs. 14-20 |

**ACTION ITEMS – Items 9 through 10:**

**APRIL ITEMS**

- |    |   |               |            |
|----|---|---------------|------------|
| 9. | Transfer and Appropriate Funds and Execute Contracts for Short-<br>and Long-Term Systems Development, Maintenance and Support<br>Services ( <b><i>Motion Requested</i></b> )<br><i>On November 6, 2020, the Board approved the release of an RFP to obtain short- and long-term systems development, maintenance and support services. This action is to transfer and appropriate funds and execute new contracts to obtain these services on a task order basis. Executing contracts with multiple bidders provides a pool of well-qualified professionals who have demonstrated their understanding of and expertise in meeting agency needs, and enables South Coast AQMD to obtain cost-effective and technically responsive support.</i> | Ron Moskowitz | pgs. 21-25 |
|----|---|---------------|------------|

10. Execute Contract for Biennial Audit of Motor Vehicle Registration Revenues for FYs 2017-18 and 2018-19 (***Motion Requested***)  
*Health and Safety Code Section 44244.1 requires any agency receiving fee revenues pursuant to Section 44243 or 44244 to be subject to an audit of each program or project funded at least once every two years. On November 6, 2020, the Board approved the release of an RFP to select an auditor to perform the biennial audit for FYs 2017-18 and 2018-19. This action is to award a contract to BCA Watson Rice LLP, Certified Public Accountants and Advisors.*
- Sujata Jain pgs. 26-28  
Chief Financial Officer,  
Finance

**WRITTEN REPORTS:**

11. Local Government & Small Business Assistance Advisory Group Minutes for the January 15, 2021 Meeting  
(***No Motion Required***)  
*Attached for information only are the Local Government & Small Business Assistance Advisory Group minutes for the January 15, 2021 meeting.*
- Derrick J. Alatorre pgs. 29-33  
DEO, Legislative,  
Public Affairs &  
Media
12. Environmental Justice Advisory Group Minutes for the October 23, 2020 Meeting  
(***No Motion Required***)  
*Attached for information only are the Environmental Justice Advisory Group minutes for the October 23, 2020 meeting.*
- Derrick J. Alatorre pgs. 34-37

**OTHER MATTERS:**

13. Other Business  
*Any member of the Committee, or its staff, on his or her own initiative or in response to questions posed by the public, may ask a question for clarification, may make a brief announcement or report on his or her own activities, provide a reference to staff regarding factual information, request staff to report back at a subsequent meeting concerning any matter, or may take action to direct staff to place a matter of business on a future agenda. (Govt Code Section 54954.2)*
- Dr. Burke
14. Public Comment  
*At the end of the regular meeting agenda, an opportunity is provided for the public to speak on any subject within the Committee's authority that is not on the agenda. Speakers may be limited to three (3) minutes each.*
15. **Next Meeting Date:** April 9, 2021 at 10:00 a.m.

**ADJOURNMENT**

**Americans with Disabilities Act and Language Accessibility**

*Disabilities and language-related accommodations can be requested to allow participation in the Administrative Committee meeting. The agenda will be made available, upon request, in appropriate alternative formats to assist persons with a disability (Gov't Code Section 54954.2(a)). In addition, other documents may be requested in alternative formats and languages. Any disability or language-related accommodation must be requested as soon as practicable. Requests will be accommodated unless providing the accommodation would result in a fundamental alteration or undue burden to the District. Please contact Nancy Velasquez at (909) 396-2557 from 7:00 a.m. to 5:30 p.m., Tuesday through Friday, or send the request to [nvelasquez@aqmd.gov](mailto:nvelasquez@aqmd.gov).*

## Document Availability

*All documents (i) constituting non-exempt public records, (ii) relating to an item on an agenda for a regular meeting, and (iii) having been distributed to at least a majority of the Committee after the agenda is posted, are available by contacting Nancy Velasquez at (909) 396-2557, or send the request to [nvelasquez@aqmd.gov](mailto:nvelasquez@aqmd.gov).*

## **INSTRUCTIONS FOR ELECTRONIC PARTICIPATION**

### **Instructions for Participating in a Virtual Meeting as an Attendee**

As an attendee, you will have the opportunity to virtually raise your hand and provide public comment.

Before joining the call, please silence your other communication devices such as your cell or desk phone. This will prevent any feedback or interruptions during the meeting.

**Please note:** During the meeting, all participants will be placed on Mute by the host. You will not be able to mute or unmute your lines manually.

After each agenda item, the Chairman will announce public comment.

Speakers will be limited to a total of three (3) minutes for the Consent Calendar and Board Calendar, and three (3) minutes or **less** for other agenda items.

A countdown timer will be displayed on the screen for each public comment.

If interpretation is needed, more time will be allotted.

**Once you raise your hand to provide public comment, your name will be added to the speaker list. Your name will be called when it is your turn to comment. The host will then unmute your line.**

### **Directions for Video ZOOM on a DESKTOP/LAPTOP:**

- If you would like to make a public comment, please click on the **“Raise Hand”** button on the bottom of the screen.
- This will signal to the host that you would like to provide a public comment and you will be added to the list.

### **Directions for Video Zoom on a SMARTPHONE:**

- If you would like to make a public comment, please click on the **“Raise Hand”** button on the bottom of your screen.
- This will signal to the host that you would like to provide a public comment and you will be added to the list.

### **Directions for TELEPHONE line only:**

- If you would like to make public comment, please **dial \*9** on your keypad to signal that you would like to comment.



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3/5/21 6:10 PM

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Item 4

## DRAFT AGENDA

MEETING, APRIL 2, 2021

A meeting of the South Coast Air Quality Management District Board will be held at 9:00 AM.

Pursuant to Governor Newsom's Executive Orders N-25-20 (March 12, 2020) and N-29-20 (March 17, 2020), the Governing Board meeting will only be conducted via video conferencing and by telephone. Please follow the instructions below to join the meeting remotely.

### ELECTRONIC PARTICIPATION INFORMATION (Instructions provided at bottom of the agenda)

Join Zoom Meeting - from PC, Laptop or Phone

<https://scagmd.zoom.us/j/93128605044>

Meeting ID: 931 2860 5044 (applies to all)

Teleconference Dial In +1 669 900 6833 or +1 253 215 8782

One tap mobile +16699006833,,97364562763# or +12532158782,,93128605044#

**Spanish Language Only Audience (telephone)**  
**Número Telefónico para la Audiencia de Habla Hispana**  
**Teleconference Dial In/Numero para llamar: +1 669 900 6833**  
**One tap mobile: +16699006833,,93209559643#**  
**Meeting ID/Identificación de la reunión: 932 0955 9643**

**Audience will be allowed to provide public comment through telephone or Zoom connection.**  
**PUBLIC COMMENT WILL STILL BE TAKEN**

Phone controls for participants:

The following commands can be used on your phone's dial pad while in Zoom Webinar meeting:

- \*6 - Toggle mute/unmute
- \*9 - Raise hand

### Questions About an Agenda Item

- The name and telephone number of the appropriate staff person to call for additional information or to resolve concerns is listed for each agenda item.
- In preparation for the meeting, you are encouraged to obtain whatever clarifying information may be needed to allow the Board to move expeditiously in its deliberations.

### Meeting Procedures

- The public meeting of the South Coast AQMD Governing Board begins at 9:00 a.m. The Governing Board generally will consider items in the order listed on the agenda. However, any item may be considered in any order.
- After taking action on any agenda item not requiring a public hearing, the Board may reconsider or amend the item at any time during the meeting.

All documents (i) constituting non-exempt public records, (ii) relating to an item on the agenda, and (iii) having been distributed to at least a majority of the Governing Board after the agenda is posted, are available prior to the meeting at South Coast AQMD's web page ([www.aqmd.gov](http://www.aqmd.gov)).

### Americans with Disabilities Act and Language Accessibility

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**A webcast of the meeting is available for viewing at:**  
<http://www.aqmd.gov/home/news-events/webcast>

*Cleaning the air that we breathe...*

## **CALL TO ORDER**

- Pledge of Allegiance
- Roll Call
- Opening Comments: William A. Burke, Ed.D., Chair  
Other Board Members  
Wayne Nastri, Executive Officer
- Election of Chair

**PUBLIC COMMENT PERIOD** – (Public Comment on Non-Agenda Items, Pursuant to Government Code Section 54954.3) The public may comment on any subject within the South Coast AQMD's authority that **does not** appear on the agenda, during the Public Comment Period. Each speaker addressing non-agenda items may be limited to a total of (3) minutes.

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Staff/Phone (909) 396-

## **CONSENT AND BOARD CALENDAR (Items X through XX)**

Note: Consent and Board Calendar items held for discussion will be moved to Item No. XX

11284. Approve Minutes of March 5, 2021 Board Meeting **Thomas/3268**

11320. Set Public Hearings May 7, 2021 to\*: **Nastri/3131**

11319. Set Public Hearing May 7, 2021 to Adopt Executive Officer's FY 2021-22 Proposed Goals and Priority Objectives and Proposed Budget **Jain/2804**

The Executive Officer's Proposed Goals and Priority Objectives, and Proposed Budget for FY 2021-22 have been developed and are recommended for adoption. The Budget and Work Program for FY 2021-22 represents input over the past several months from Board members, staff, and the public. This year's process will include meetings of the Budget Advisory Committee and two budget workshops, one for the public to be held on April 6, 2021 and the Board on April 9, 2021. The Proposed Budget incorporates, pursuant to Rule 320, an increase of most fees by 1.7 percent consistent with the Consumer Price Index. This action is to adopt the Executive Officer's Proposed Goals and Priority Objectives, and Proposed Budget for FY 2021-22. (Review: Special Board Meeting/Budget Study Session, April 9, 2021)

*\*Please note, at the March 5, 2021 Board Meeting, a public hearing to Certify Final Environmental Assessment and Adopt Proposed Rule 2305 – Warehouse Indirect Source Rule – Warehouse Actions and Investments to Reduce Emissions Program, and Proposed Rule 316 – Fees for Rule 2305, Submit Rule 2305 and Inclusion Into the SIP, and Approve Supporting Budget Actions was set for the May 7, 2021 Board Meeting.*

11322. Set Public Hearing May 7, 2021 to Determine That Proposed Amended Rule 1466 – Control of Particulate Emissions from Soils with Toxic Air Contaminants, Is Exempt from CEQA; and Amend Rule 1466 **Nakamura/3105**

Proposed Amended Rule 1466 will clarify and streamline existing provisions, update monitoring requirements, enhance specific dust control measures, revise alternative provisions, and add additional notification and recordkeeping requirements. This action is to adopt the Resolution: 1) Determining that Proposed Amended Rule 1466 – Control of Particulate Emissions from Soils with Toxic Air Contaminants, is exempt from the requirements of the California Environmental Quality Act; and 2) Amending Rule 1466 – Control of Particulate Emissions from Soils with Toxic Air Contaminants. (Reviewed: Stationary Source Committee, March 19, 2021)

11313. Set Public Hearing May 7, 2021 to Determine That Proposed Amendments to Rule 1469.1 – Spraying Operations Using Coatings Containing Chromium Are Exempt from CEQA, and Amend Rule 1469.1 **Nakamura/3105**

Proposed Amended Rule 1469.1 would further reduce hexavalent chromium emissions from chromate spray coating operations by including requirements for other related activities such as dried coating removal and demasking, enhancing the point source requirements, enhancing parameter monitoring requirements for air pollution controls, and further minimizing the release of fugitive emissions through additional requirements for building enclosure, housekeeping, and best management practices. The proposed amendments would also remove outdated definitions and provisions. This action is to adopt the Resolution: 1) Determining that the proposed amendments to Rule 1469.1 – Spraying Operations Using Coatings Containing Chromium are exempt from the requirements of the California Environmental Quality Act; and 2) Amending Rule 1469.1 – Spraying Operations Using Coatings Containing Chromium. (Reviewed: Stationary Source Committee, March 19, 2021)

**Items X through XX Budget/Fiscal Impact**

11316. Execute Contract for Class 8 Fuel Cell Truck Demonstration **Miyasato/3249**

Hyundai Motor Company (HMC) proposes to develop and demonstrate two class 8 hydrogen fuel cell trucks for transporting freight to meet the needs of regional and long-haul goods movement. During the 12-month demonstration period, the project will have immediate NO<sub>x</sub>, diesel particulate matter and greenhouse gas emission reductions and will support future emission reductions through the commercialization of heavy-duty fuel cell vehicles. This action is to execute a contract with HMC to develop and demonstrate two Class 8 fuel cell trucks in an amount not to exceed \$495,000 from the Clean Fuels Program Fund (31). (Reviewed: Technology Committee, March 19, 2021; Recommended for Approval)

11317. **Amend Contract for Development of Battery Powered Locomotive Project** **Miyasato/3249**

In June 2016, the Board approved a contract with VeRail Technologies (VeRail) to develop a natural gas locomotive using U.S. EPA Clean Air Technology Initiative (CATI) funds. VeRail has since dissolved leaving \$90,825 in CATI funds unused. Subsequently, in 2017, the Board approved \$210,000 in CATI funds for a project with Rail Propulsion Systems (RPS) to develop a battery powered switcher locomotive. The U.S. EPA has since approved the reallocation of unused funds towards further enhancements to the RPS project. This action is to amend the contract with RPS to further the development of a battery electric switcher locomotive in an amount not to exceed \$90,825 of unused U.S. EPA CATI funds from the Clean Fuels Program Fund (31). (Reviewed: Technology Committee, March 19, 2021; Recommended for Approval)

11308. **Issue RFQ for Technical Assistance to Support South Coast AQMD's Technology Advancement Activities and Implementation Efforts** **Miyasato/3249**

South Coast AQMD administers and manages both the implementation of incentive programs as well as the pre-commercial research, development, demonstration and deployment of low and zero emission technologies. This action is to issue an RFQ to solicit proposals from qualified consultants and consulting firms capable of providing technical expertise and experience to assist staff with the evaluation and implementation of these programs. It is anticipated that multiple awards will be made from this solicitation. (Reviewed: Technology Committee, March 19, 2021; Recommended for Approval)

11318. **Authorize Executive Officer to Execute Agreement, Establish Special Revenue Fund, Recognize Revenue, Transfer Funds, Issue RFP and Execute Contract(s) to Develop a Real-Time Air Monitoring Network and Symptom and Incident Reporting System and Reimburse General Fund for Administrative Costs** **Low/2269**

The Aliso Fund Committee has requested South Coast AQMD to implement a Supplemental Environmental Project (SEP) to develop a real-time air monitoring network and symptom and incident reporting system in Porter Ranch and the communities surrounding the SoCalGas Aliso Canyon natural gas storage facility. These actions are to: 1) authorize the Executive Officer to execute an agreement with the Aliso Fund Committee to implement the SEP; 2) establish the Aliso Fund Porter Ranch SEP Special Revenue Fund (85) and recognize up to \$1.5 million from the Aliso Fund Committee into Fund 85; 3) transfer \$1 million from the SoCalGas Settlement Special Revenue Fund (76) to Special Revenue Fund (85); 4) issue an RFP to solicit bids; 5) authorize the Executive Officer to execute contract(s) with selected vendor(s) for a total amount not to exceed \$2,343,750; and 6) reimburse the General Fund up to \$156,250 from Special Revenue Fund (85) for administrative costs. (Reviewed: Stationary Source Committee, March 19, 2021; Recommended for Approval)



11307. Execute Contract for Biennial Audit of Motor Vehicle Registration Revenues for FYs 2017-18 and 2018-19 **Jain/2804**

Health and Safety Code Section 44244.1 requires any agency receiving fee revenues pursuant to Section 44243 or 44244 to be subject to an audit of each program or project funded at least once every two years. On November 6, 2020, the Board approved the release of an RFP to select an auditor to perform the biennial audit for FYs 2017-18 and 2018-19. This action is to award a contract to BCA Watson Rice LLP, Certified Public Accountants and Advisors. (Reviewed: Administrative Committee, March 12, 2021; Recommended for Approval)

11311. Transfer and Appropriate Funds and Execute Contracts for Short and Long-Term Systems Development, Maintenance and Support Services **Moskowitz/3329**

On November 6, 2020, the Board approved the release of an RFP to obtain short- and long-term systems development, maintenance and support services. This action is to transfer and appropriate funds and execute new contracts to obtain these services on a task order basis. Executing contracts with multiple bidders provides a pool of well-qualified professionals who have demonstrated their understanding of and expertise in meeting agency needs, and enables South Coast AQMD to obtain cost-effective and technically responsive support. (Reviewed: Administrative Committee, March 12, 2021; Recommended for Approval)

11230. Approve Contract Award and Modifications as Approved by MSRC **McCallon**

**Items XX through XX - Information Only/Receive and File**

11162. Legislative, Public Affairs and Media Report **Alatorre/3122**

This report highlights the February 2021 outreach activities of the Legislative, Public Affairs and Media Office, which includes: Major Events, Community Events/Public Meetings, Environmental Justice Update, Speakers Bureau/Visitor Services, Communications Center, Public Information Center, Business Assistance, Media Relations and Outreach to Business and Federal, State and Local Government. (No Committee Review)

11257. Hearing Board Report **Prussack/2500**

This reports the actions taken by the Hearing Board during the period of February 1 through February 28, 2021. (No Committee Review)

11184. Civil Filings and Civil Penalties Report **Gilchrist/3459**

This reports the monthly penalties from February 1, 2021 through February 28, 2021, and legal actions filed by the General Counsel's Office from February 1, through February 28, 2021. An Index of South Coast AQMD Rules is attached with the penalty report. (Reviewed: Stationary Source Committee, March 19, 2021)

11132. Lead Agency Projects and Environmental Documents Received **Nakamura/3105**

This report provides a listing of CEQA documents received by the South Coast AQMD between February 1, 2021 and February 28, 2021, and those projects for which the South Coast AQMD is acting as lead agency pursuant to CEQA. (Reviewed: Mobile Source Committee, March 19, 2021)

11100. Rule and Control Measure Forecast **Rees/2856**

This report highlights South Coast AQMD rulemaking activities and public hearings scheduled for 2021. (No Committee Review)

11310. Status Report on Major Ongoing and Upcoming Projects for Information Management **Moskowitz/3329**

Information Management is responsible for data systems management services in support of all South Coast AQMD operations. This item is to provide the monthly status report on major automation contracts and planned projects. (Reviewed: Administrative Committee, March 12, 2021)

**Item XX - Staff Presentation/Board Discussion**

11091. Budget and Economic Outlook Update (*Presentation in Lieu of Board Letter*) **Whynot/3104**

Staff will provide an update on economic indicators and key South Coast AQMD metrics. (Reviewed: Administrative Committee, March 12, 2021) (Receive & File)

**Items XX through XX - Reports for Standing Committees and CARB**

11204. Administrative Committee (Receive & File) **Chair: Burke Nastri/3131**

11172. Legislative Committee **Chair: Cacciotti Alatorre/3122**

11110.	Mobile Source Committee (Receive & File)	Chair: Burke	Rees/2856
11154.	Stationary Source Committee (Receive & File)	Chair: Benoit	Dejbakhsh/2618
11193.	Technology Committee (Receive & File)	Chair: Buscaino	Miyasato/3249
11271.	Mobile Source Air Pollution Reduction Review Committee (Receive & File)	Board Liaison: Benoit	Miyasato/3249
11246.	California Air Resources Board Monthly Report (Receive & File)	Board Rep: Kracov	Thomas/2500

XX. Items Deferred from Consent and Board Calendars

**PUBLIC HEARING**

- |        |   |               |
|--------|---|---------------|
| 11296. | Determine That Proposed Amendments to Rule 1426 – Emissions from Metal Finishing Operations and Rule 1469 – Hexavalent Chromium Emissions from Chromium Electroplating and Chromic Acid Anodizing Operations, Are Exempt from CEQA, and Amend Rule 1426 and Rule 1469 | Nakamura/3105 |
|--------|---|---------------|

Proposed Amended Rule 1426 would reduce fugitive emissions of hexavalent chromium, nickel, cadmium, and lead from metal finishing facilities by establishing requirements for building enclosures, housekeeping, and best management practices. Proposed Amended Rule 1469 will incorporate provisions under Proposed Amended Rule 1426 that affect Rule 1469 facilities to streamline implementation for these facilities. Additional amendments to Rule 1469 are proposed to remove reference to a chemical that is no longer used for testing HEPA filters and to update an incorrect table reference. This action is to adopt the Resolution: 1) Determining that the proposed amendments to Rule 1426 – Emissions from Metal Finishing Operations and Rule 1469 – Hexavalent Chromium Emissions from Chromium Electroplating and Chromic Acid Anodizing Operations are exempt from the requirements of the California Environmental Quality Act; and 2) Amending Rule 1426 – Emissions from Metal Finishing Operations and Rule 1469 – Hexavalent Chromium Emissions from Chromium Electroplating and Chromic Acid Anodizing Operations. (Reviewed: Stationary Source Committee, February 19, 2021)

**BOARD MEMBER TRAVEL – (No Written Material)**

Board member travel reports have been filed with the Clerk of the Boards, and copies are available upon request.

**CLOSED SESSION - (No Written Material)**

Gilchrist/3459

**ADJOURNMENT**

### \*\*\*PUBLIC COMMENTS\*\*\*

Members of the public are afforded an opportunity to speak on any agenda item before consideration of that item. Persons wishing to speak may do so remotely via Zoom or telephone. To provide public comments via a Desktop/Laptop or Smartphone, click on the "Raise Hand" at the bottom of the screen, or if participating via Dial-in/Telephone Press \*9. This will signal to the host that you would like to provide a public comment and you will be added to the list.

All agendas are posted at South Coast AQMD Headquarters, 21865 Copley Drive, Diamond Bar, California, at least 72 hours in advance of the meeting. At the beginning of the agenda, an opportunity is also provided for the public to speak on any subject within the South Coast AQMD's authority. Speakers may be limited to a total of three (3) minutes for the entirety of the Consent Calendar plus Board Calendar, and three (3) minutes or less for each of the other agenda items.

Note that on items listed on the Consent Calendar and the balance of the agenda any motion, including action, can be taken (consideration is not limited to listed recommended actions). Additional matters can be added and action taken by two-thirds vote, or in the case of an emergency, by a majority vote. Matters raised under the Public Comment Period may not be acted upon at that meeting other than as provided above.

Written comments will be accepted by the Board and made part of the record. Individuals who wish to submit written or electronic comments must submit such comments to the Clerk of the Board, South Coast AQMD, 21865 Copley Drive, Diamond Bar, CA 91765-4178, (909) 396-2500, or to [cob@aqmd.gov](mailto:cob@aqmd.gov), on or before 5:00 p.m. on the Tuesday prior to the Board meeting.

### ACRONYMS

AQ-SPEC = Air Quality Sensor Performance Evaluation Center  
 AQIP = Air Quality Investment Program  
 AQMP = Air Quality Management Plan  
 AVR = Average Vehicle Ridership  
 BACT = Best Available Control Technology  
 BARCT = Best Available Retrofit Control Technology  
 Cal/EPA = California Environmental Protection Agency  
 CARB = California Air Resources Board  
 CEMS = Continuous Emissions Monitoring Systems  
 CEC = California Energy Commission  
 CEQA = California Environmental Quality Act  
 CE-CERT = College of Engineering-Center for Environmental Research and Technology  
 CNG = Compressed Natural Gas  
 CO = Carbon Monoxide  
 DOE = Department of Energy  
 EV = Electric Vehicle  
 EV/BEV = Electric Vehicle/Battery Electric Vehicle  
 FY = Fiscal Year  
 GHG = Greenhouse Gas  
 HRA = Health Risk Assessment  
 LEV = Low Emission Vehicle  
 LNG = Liquefied Natural Gas  
 MATES = Multiple Air Toxics Exposure Study  
 MOU = Memorandum of Understanding  
 MSERCs = Mobile Source Emission Reduction Credits  
 MSRC = Mobile Source (Air Pollution Reduction) Review Committee  
 NATTS = National Air Toxics Trends Station

NESHAPS = National Emission Standards for Hazardous Air Pollutants  
 NGV = Natural Gas Vehicle  
 NOx = Oxides of Nitrogen  
 NSPS = New Source Performance Standards  
 NSR = New Source Review  
 OEHA = Office of Environmental Health Hazard Assessment  
 PAMS = Photochemical Assessment Monitoring Stations  
 PEV = Plug-In Electric Vehicle  
 PHEV = Plug-In Hybrid Electric Vehicle  
 PM10 = Particulate Matter ≤ 10 microns  
 PM2.5 = Particulate Matter ≤ 2.5 microns  
 RECLAIM = Regional Clean Air Incentives Market  
 RFP = Request for Proposals  
 RFQ = Request for Quotations  
 RFQQ = Request for Qualifications and Quotations  
 SCAG = Southern California Association of Governments  
 SIP = State Implementation Plan  
 SOx = Oxides of Sulfur  
 SOON = Surplus Off-Road Opt-In for NOx  
 SULEV = Super Ultra Low Emission Vehicle  
 TCM = Transportation Control Measure  
 ULEV = Ultra Low Emission Vehicle  
 U.S. EPA = United States Environmental Protection Agency  
 VOC = Volatile Organic Compound  
 ZEV = Zero Emission Vehicle

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#### **For language interpretation:**

Click the interpretation Globe icon at the bottom of the screen

Select the language you want to hear (either English or Spanish)

Click "Mute Original Audio" if you hear both languages at the same time.

#### **Para interpretación de idiomas:**

Haga clic en el icono de interpretación el globo terráqueo en la parte inferior de la pantalla

Seleccione el idioma que desea escuchar (inglés o español)

Haga clic en "Silenciar audio original" si escucha ambos idiomas al mismo tiempo.

**Please note:** During the meeting, all participants will be placed on Mute by the host. You will not be able to mute or unmute your lines manually.

After each agenda item, the Chairman will announce public comment.

Speakers may be limited to a total of 3 minutes for the entirety of the consent calendar plus board calendar, and three minutes or less for each of the other agenda items.

A countdown timer will be displayed on the screen for each public comment.

If interpretation is needed, more time will be allotted.

**Once you raise your hand to provide public comment, your name will be added to the speaker list. Your name will be called when it is your turn to comment. The host will then unmute your line.**

#### **Directions for Video ZOOM on a DESKTOP/LAPTOP:**

- If you would like to make a public comment, please click on the **"Raise Hand"** button on the bottom of the screen. This will signal to the host that you would like to provide a public comment and you will be added to the list.

#### **Directions for Video Zoom on a SMARTPHONE:**

- If you would like to make a public comment, please click on the **"Raise Hand"** button on the bottom of your screen.
- This will signal to the host that you would like to provide a public comment and you will be added to the list.

#### **Directions for TELEPHONE line only:**

- If you would like to make public comment, please **dial \*9** on your keypad to signal that you would like to comment.

#### **Directions for Spanish Language TELEPHONE line only:**

- The call in number is the same.
- The meeting ID number is 932-0955-9643
- If you would like to make public comment, please **dial \*9** on your keypad to signal that you would like to comment.

#### **Instrucciones para la línea de TELÉFONO en español únicamente:**

- El número de llamada es el mismo (+1 669900 6833 o +1 253215 8782).
- El número de identificación de la reunión es 932-0955-9643
- Si desea hacer un comentario público, marque \*9 en su teclado para indicar que desea comentar.

# Update on South Coast AQMD Inclusion, Diversity and Equity Efforts

Administrative Committee  
March 12, 2021

1

## Recent Actions

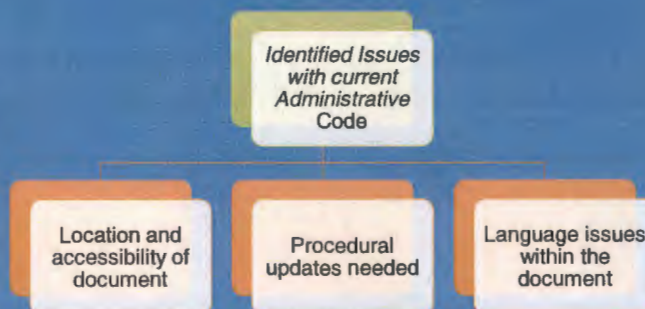


- **Diversity, Equity and Inclusion Workplan 21-22 submitted & under review**
- **Past Diversity, Equity and Inclusion Events**
  - **Lunar New Year Celebration** -188 participants  
Highlighting traditions of Chinese, Korean, and Vietnamese during the Lunar New Year
  - **African American Heritage Month Commemoration** – 255 participants  
The Roots of Stem, honoring African American scientists, inventors, and innovators
  - **Upcoming Events**  
Nowruz – Persian New Year – DATE TBD

2



**Administrative Code:  
Collaborative review by  
Inclusion, Diversity, and  
Equity Advisory (IDEA) Panel  
and the Equity team (DEIO)**




3

## Initial Review: Appropriate Language



- Update terminology throughout code to be more inclusive, using up to date descriptors
- *"At the pleasure of", all gender language (masculine), "Affirmative Action", "disabled" "spouse"*
- Review Board Meeting Procedures
  - *Clarify ADA accommodations process – language, physical access*
  - *Ensure procedures promote full accessibility, in terms of language, physical access, technology resources, flexibility (remote participation)*


4



## Initial Review: Procedural Changes

- Each section of document should be assigned to relevant department
- Update overall document
  - Additional staffing classifications
  - *Additional departments i.e., Diversity, Equity, Inclusion (DEI)*
- Description of update/review process should be included in document
- Annual Review by the Board

5



## Initial Review: Accessibility and Accuracy

- *Better placement on website – currently on Careers page*
- Interactive document (not a pdf.)
- Erroneous citing of sources not footnoted
- Hyperlinked with identifying documents
  - *MOU*
  - *Federal, state and regional policies i.e., US General Administration*

6



## **Admin Code Review: Next Steps**

- Continue to work with AQMD staff to address suggested changes of Administrative Code
- Present Administrative Code with a strikeout/underline proposal to the Administrative Committee in May
- Present to Governing Board in June

DRAFT

BOARD MEETING DATE: April 2, 2021

AGENDA NO.

REPORT: Status Report on Major Ongoing and Upcoming Projects for Information Management

SYNOPSIS: Information Management is responsible for data systems management services in support of all South Coast AQMD operations. This action is to provide the monthly status report on major automation contracts and planned projects.

COMMITTEE: Administrative, March 12, 2021; Reviewed

RECOMMENDED ACTION:  
Receive and file.

Wayne Nastri  
Executive Officer

RMM:MAH:XC:dc

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### **Background**

Information Management (IM) provides a wide range of information systems and services in support of all South Coast AQMD operations. IM's primary goal is to provide automated tools and systems to implement Board-approved rules and regulations, and to improve internal efficiencies. The annual Budget and Board-approved amendments to the Budget specify projects planned during the fiscal year to develop, acquire, enhance, or maintain mission-critical information systems.

In light of COVID-19 and the related budget impact, we are evaluating all of our projects and delaying non-critical projects as long as possible.

### **Summary of Report**

The attached report identifies the major projects/contracts or purchases that are ongoing or expected to be initiated within the next six months. Information provided for each project includes a brief project description and the schedule associated with known major milestones (issue RFP/RFQ, execute contract, etc.).

### **Attachment**

Information Management Status Report on Major Ongoing and Upcoming Projects During the Next Six Months

**ATTACHMENT**  
**April 2, 2021 Board Meeting**  
**Status Report on Major Ongoing and Upcoming Projects for Information Management**

<b>Project</b>	<b>Brief Description</b>	<b>Estimated Project Cost</b>	<b>Completed Actions</b>	<b>Upcoming Milestones</b>
Office 365 Implementation	Acquire and implement Office 365 for South Coast AQMD staff	\$350,000	<ul style="list-style-type: none"> <li>• Pre-assessment evaluation and planning completed</li> <li>• Board approved funding on October 5, 2018</li> <li>• Developed implementation and migration plan</li> <li>• Acquired Office 365 licenses</li> <li>• Implemented Office 365 email (Exchange) and migrated all users</li> <li>• Trained staff in Office 365 Pro Plus desktop software</li> <li>• Implemented Office 365 Pro Plus, Office Web, and OneDrive for Business</li> </ul>	<ul style="list-style-type: none"> <li>• Implement Office 365 internal website (SharePoint) and migrate existing content</li> </ul>
Cybersecurity Assessment	Perform a cybersecurity risk assessment that will identify any potential cybersecurity risks and recommend changes to align with industry standards and peer organizations.	\$100,000 (not included in FY 2020-21 Budget)		<ul style="list-style-type: none"> <li>• Request Board Approval to Release RFP March 5, 2021</li> <li>• Award Contract June 4, 2021</li> <li>• Complete Cybersecurity Assessment September 30, 2021</li> </ul>
Phone System Upgrade	Upgrade components of the agency Cisco Unified Communications System that are past end of support.	\$190,000 (not included in FY 2020-21 Budget)		<ul style="list-style-type: none"> <li>• Request Board Approval to Release RFQ May 7, 2021</li> <li>• Recommend Award August 6, 2021</li> <li>• Award bid August 17, 2021</li> <li>• Complete upgrade December 30, 2021</li> </ul>

<b>Project</b>	<b>Brief Description</b>	<b>Estimated Project Cost</b>	<b>Completed Actions</b>	<b>Upcoming Milestones</b>
South Coast AQMD Mobile Application Enhancements	Enhancement of Mobile application to incorporate FIND	\$60,000	<ul style="list-style-type: none"> <li>• Vision and scope completed</li> </ul>	<ul style="list-style-type: none"> <li>• Task Order issuance</li> </ul>
Permitting System Automation Phase 2	Enhanced Web application to automate filing of permit applications, Rule 222 equipment and registration for IC engines; implement electronic permit folder and workflow for internal South Coast AQMD users	\$525,000	<ul style="list-style-type: none"> <li>• Board approved initial Phase 2 funding December 2017</li> <li>• Board approved remaining Phase 2 funding October 5, 2018</li> <li>• Completed report outlining recommendations for automation of Permitting Workflow</li> <li>• Developed application submittals and form filing for first nine of 32 400-E forms</li> <li>• Completed application submittals and form filing for 23 types of equipment under Rule 222 ready for User Testing</li> <li>• Deployed to production top three most frequently used Rule 222 forms: Negative Air Machines, Small Boilers, and Charbroilers</li> <li>• Completed requirements gathering for Phase II of the project (an additional 10 400-E-XX forms)</li> <li>• User Acceptance Testing and Deployment to production of Emergency IC Engines Form (EICE-RE) completed.</li> <li>• Development of Phase II additional 12 400-E-XX forms completed</li> </ul>	<ul style="list-style-type: none"> <li>• Complete User Acceptance Testing and Deployment to Production of first ten (10) 400-E-XX forms</li> <li>• Complete User Acceptance Testing and Deployment to Production of remaining 22 Rule 222 forms</li> <li>• Complete User Acceptance Testing and Deployment to Production of Phase II additional twelve (12) 400-E-XX forms</li> </ul>

<b>Project</b>	<b>Brief Description</b>	<b>Estimated Project Cost</b>	<b>Completed Actions</b>	<b>Upcoming Milestones</b>
AQ-SPEC Cloud Platform Phase II	Integrate separate data systems into the AQ-SPEC cloud-based platform to manage data and build interactive data visualizations and data dashboards for web-based viewing	\$313,350	<ul style="list-style-type: none"> <li>• Project charter released</li> <li>• Task order issued, evaluated and awarded</li> <li>• Project kickoff completed</li> </ul>	<ul style="list-style-type: none"> <li>• Requirement gathering</li> </ul>
PeopleSoft Electronic Requisition	This will allow submittal of requisitions online, tracking multiple levels of approval, electronic archival, pre-encumbrance of budget, and streamlined workflow	\$75,800	<ul style="list-style-type: none"> <li>• Project charter released</li> <li>• Task order issued, evaluated and awarded</li> <li>• Requirement gathering and system design completed</li> <li>• System setup and code development and user testing for Information Management completed</li> <li>• System setup and code development and User Acceptance Testing completed for Administrative and Human Resources completed</li> <li>• System setup for Technology Advancement Office completed</li> </ul>	<ul style="list-style-type: none"> <li>• Deployment to IM and AHR Divisions</li> <li>• TAO training and Integrated User Testing for other divisions</li> </ul>
Proposition 1B	Development of an online Grant Management System (GMS) portal for the Proposition 1B Program - Goods Movement Emission Reduction Program – Heavy-Duty Trucks	\$75,200	<ul style="list-style-type: none"> <li>• Draft Charter Document issued</li> <li>• Project Initiation completed</li> <li>• Task order issued</li> <li>• Deployed Phase I to production – applicant/third party registration and application submission</li> <li>• Developed additional forms and customized GMS look and feel</li> <li>• User Acceptance Testing for additional forms completed</li> </ul>	<ul style="list-style-type: none"> <li>• Development of AQMD staff evaluation module</li> </ul>

Project	Brief Description	Estimated Project Cost	Completed Actions	Upcoming Milestones
Source Test Tracking System	Online Source Test Tracking System will keep track of timelines and quantify the number of test protocols and reports received. System will provide an external online portal to submit source testing protocols and reports, track the review process, and provide integration to all other business units. It will also provide an external dashboard to review the status of a submittal	\$250,000	<ul style="list-style-type: none"> <li>• Project Charter approved</li> <li>• Project Initiation completed</li> <li>• Task Order issued</li> <li>• Project Kick-off completed</li> <li>• User requirements gathering for internal users Developed Full Business Process Model</li> <li>• Developed screens mock-ups</li> <li>• Reviewed proposed automation with EQUATE group completed</li> <li>• Proposal for system development approved</li> <li>• Completed Development of Sprint 1 of the Source Test Protocol and Report Tracking System</li> <li>• Stakeholder acceptance of user stories 2, 3, 4, and 6 completed</li> </ul>	<ul style="list-style-type: none"> <li>• Development of Sprints 2 and 3</li> <li>• Development of Sprints 4 and 5</li> <li>• Stakeholder acceptance of user stories 7, 8, 9, 10, and 11</li> </ul>
Renewal of HP Server Maintenance & Support	Purchase of maintenance and support services for servers and storage devices	\$140,000		<ul style="list-style-type: none"> <li>• Request Board approval on March 5, 2021</li> <li>• Execute contract April 30, 2021</li> </ul>

<b>Project</b>	<b>Brief Description</b>	<b>Estimated Project Cost</b>	<b>Completed Actions</b>	<b>Upcoming Milestones</b>
VW Environmental Mitigation Action Plan Project	CARB has assigned South Coast AQMD to develop web applications for: Zero-Emission Class 8 Freight and Port Drayage Truck Project and Combustion Freight and Marine Project. The agency is also responsible for maintaining a database that will be queried for reporting	\$355,000	<ul style="list-style-type: none"> <li>• Draft Charter Document issued</li> <li>• Project Initiation completed</li> <li>• Task order issued</li> <li>• Deployed Phase I to production</li> <li>• Phase II to production – Messaging, Evaluation, and Administration</li> <li>• Developed evaluation module and calculation module completed</li> <li>• Phase III - ZE Class 8 Application deployed to production</li> <li>• Developed Phase III – Ranking</li> </ul>	<ul style="list-style-type: none"> <li>• User Acceptance Testing for Phase III – Ranking, Contracting, and Inspection</li> </ul>
Renewal of OnBase Software Support	Authorize the sole source purchase of OnBase software subscription and support for one year	\$140,000		<ul style="list-style-type: none"> <li>• Request Board approval May 7, 2021</li> <li>• Execute contract July 15, 2021</li> </ul>
Lower-Emission School Bus Program	Development of an online Grant Management System (GMS) portal for the Lower-Emission School Bus Incentive Program	\$110,500	<ul style="list-style-type: none"> <li>• Draft Charter Document issued</li> <li>• Project Initiation completed</li> <li>• Task order issued</li> <li>• Phase I deployed to production – applicant/third party registration and application submission</li> <li>• Customize GMS look and feel</li> <li>• Phase II AQMD staff can create new application on-line for applications received by mail</li> </ul>	<ul style="list-style-type: none"> <li>• Development of staff evaluation module</li> <li>• Phase II Calculation, Ranking, Messaging, and Contracting</li> </ul>

Projects that have been completed within the last 12 months are shown below.

**Completed Projects**

Project	Date Completed
AER enhancements for reporting year 2020	December 30, 2020
South Coast AQMD Mobile Application Enhancements – Gridded AQI	December 9, 2020
Lower Emission School Bus Online Application Filing and Grant Management	December 9, 2020
Rule 1180 Fence Line Monitoring Web Site Enhancements II	November 6, 2020
Proposition 1B Online Application Filing and Grant Management Portal	November 6, 2020
CLASS Database Software Licensing	October 16, 2020
Flare Event Notification – Rule 1118 Phase II	October 14, 2020
Volkswagen Environmental Mitigation Administration Zero Emission Class 8	August 18, 2020
Ingres Actian X database migration	August 17, 2020
Rule 1403 Enhancement	July 1, 2020
Legal Office System	June 17, 2020
Document Conversion Services	June 30, 2020
Oracle PeopleSoft Software Support	June 5, 2020
Renewal of OnBase Software Support	May 1, 2020
Public Facing Permit Application Status Dashboard	May 1, 2020
Mobile Application Enhancement – Hourly Forecast	April 29, 2020
Renewal of HP Server Maintenance & Support	April 30, 2020
Rule 1180 Fence Line Monitoring Web Site Enhancements	April 3, 2020
Volkswagen Environmental Mitigation Administration and Communication Module	March 3, 2020



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Item 9

BOARD MEETING DATE: April 2, 2021

AGENDA NO.

**PROPOSAL:** Transfer and Appropriate Funds and Execute Contracts for Short- and Long-Term Systems Development, Maintenance and Support Services

**SYNOPSIS:** On November 6, 2020, the Board approved the release of an RFP to obtain short- and long-term systems development, maintenance and support services. This action is to transfer and appropriate funds and execute new contracts to obtain these services on a task order basis. Executing contracts with multiple bidders provides a pool of well-qualified professionals who have demonstrated their understanding of and expertise in meeting agency needs and enables South Coast AQMD to obtain cost-effective and technically responsive support.

**COMMITTEE:** Administrative, March 12, 2021; Recommended for Approval

**RECOMMENDED ACTIONS:**

1. Transfer \$220,900 from Information Management's FY 2020-21 Budget, Services and Supplies Major Object, Professional and Special Services account to Information Management's FY 2020-21 Capital Outlay Major Object, Capital Outlay account;
2. Authorize the Chairman to execute a contract for systems development and support services with AgreeYa Solutions Inc., in the amount of \$95,500 from Information Management's FY 2020-21 Budget;
3. Authorize the Chairman to execute a contract for systems development and support services with Prelude Systems, in the amount of \$93,000 from Information Management's FY 2020-21 Budget;
4. Authorize the Chairman to execute a contract for systems development and support services with Sierra Cybernetics Inc., in the amount of \$204,400 from Information Management's FY 2020-21 Budget; and
5. Authorize the Chairman to execute a contract for systems development and support services with Varsun e-Technologies Group Inc., in the amount of \$425,900 from Information Management's FY 2020-21 Budget.

Wayne Nastri  
Executive Officer

## **Background**

On November 6, 2020, South Coast AQMD released RFP #P2021-05 for Systems Development, Maintenance and Support Services to solicit bids from consultants capable of providing a full range of high-quality systems development, maintenance, and support services; enterprise resource planning; customer relationship management; and content management system services. The requested services include both routine maintenance of functional systems, as well as enhancements to existing systems and new system development. Additional development efforts are needed to enhance system functionality and to provide additional automation for improving productivity. At the same time, Information Management is developing and/or acquiring systems capable of efficiently implementing new and evolving rules and programs.

A task order contract for a term of one year will be used, with the option to extend the term for two (2) one-year periods. Due to the indefinite nature of the work, the final contract amount cannot be determined at this time. As is the case with this action, funding for each contract will be added upon approval of a task order.

## **Outreach**

In accordance with South Coast AQMD's Procurement Policy and Procedure, a public notice advertising the RFP/RFQ and inviting bids was published in the Los Angeles Times, the Orange County Register, the San Bernardino Sun, and Riverside County's Press Enterprise newspapers to leverage the most cost-effective method of outreach to the South Coast Basin.

Additionally, potential bidders may have been notified utilizing South Coast AQMD's own electronic listing of certified minority vendors. Notice of the RFP/RFQ has been emailed to the Black and Latino Legislative Caucuses and various minority chambers of commerce and business associations, and placed on the internet at South Coast AQMD's website (<http://www.aqmd.gov>).

## **Evaluation**

Twelve vendors attended the mandatory Bidder's Conference via Zoom on December 3, 2020. Five bids were received in response to the RFP when final bidding closed at 1:00 p.m. on January 5, 2021. Of the five bids, one was from a woman-owned business enterprise, four were from certified small businesses, three were verified local businesses, and three were from a certified minority-owned business enterprise.

Of the five responding bids, four were rated technically qualified to perform the work identified in the RFP; one did not achieve the minimum points required to meet the technical criteria. Attachment A reflects the evaluation of the four qualified proposals and their respective scores.

**Panel Composition**

The eight-member evaluation panel consisted of: an IT Manager from the Ventura County Air Pollution Control District, and seven South Coast AQMD staff members: two Assistant Deputy Executive Officers, one Planning and Rules Manager, two IT Managers, and two Systems and Programming Supervisors. Of the eight panelists, four are Asian, four are Caucasian; two are female and six are male.

**Proposal**

Staff proposes to transfer \$220,900 from Information Management's FY 2020-21 Budget, Services and Supplies Major Object, Professional and Special Services account to Information Management's FY 2020-21 Capital Outlay Major Object, Capital Outlay account and execute contracts in the amount of \$95,500 with AgreeYa Solutions, \$93,000 with Prelude Systems, \$204,400 with Sierra Cybernetics and \$425,900 with Varsun eTechnologies for the specific task orders listed in Attachment B.

**Resource Impacts**

Upon Board approval, sufficient funding will be available in Information Management's FY 2020-2021 Budget.

**Attachments**

Attachment A – RFP Evaluation Summary

Attachment B – Task Order Summary

## ATTACHMENT A – RFP Evaluation Summary

<b>Summary of Evaluation of Qualified Respondents to RFP #P2021-05 Vendor</b>	<b>Technical Score</b>	<b>Cost Score</b>	<b>Additional Points</b>	<b>Total Score</b>
AgreeYa Solutions	65	25	10	100
Prelude Systems	59	19		78
Sierra Cybernetics, Inc.	63	30	17	110
Varsun eTechnologies	62	20	17	99

## ATTACHMENT B – Task Order Summary

TASK	DESCRIPTION	ESTIMATE	AWARD TO
Mobile Application Enhancement	Enhancements for both iOS and Android version of the Mobile App including filing of complaints and integration with FIND	\$95,500	AgreeYa
Source Tests Tracking System Maintenance	Maintenance of automated system to facilitate the submittal, tracking, routing and management of source test submissions	\$17,600	Prelude
eMovers System Maintenance	Maintenance of online submittal system for Rule 2202 form submittals	\$30,000	Prelude
Web Application/Web Services Maintenance	To provide maintenance and development work for suite of web applications and web services	\$45,400	Prelude
CLASS/PeopleSoft System Enhancements	Technology upgrades and system enhancements for CLASS and payroll time reporting system	\$45,200	Sierra
Web Application/Web Services Maintenance	To provide maintenance and development work for suite of web applications and web services	\$95,200	Sierra
Website & IT Specialist Support	To provide support for website content development, publishing and other required IT support	\$64,000	Sierra
Prop 1B GMS	To develop a web-based application and Grant Management System (GMS) for Prop 1B grants	\$75,200	Varsun
School Bus GMS	To develop a web-based application and Grant Management System (GMS) for Low Emission School Bus	\$50,200	Varsun
PeopleSoft System Enhancements	Enhance PeopleSoft Finance and Payroll System for changes resulting from labor agreements and regulatory changes, etc.	\$25,000	Varsun
Legal Office System Maintenance	To provide maintenance and development work for Legal Office System	\$30,000	Varsun
Cloud Platform for Air Quality Data Phase II	Incorporate additional data streams into the framework developed in Phase I	\$200,000	Varsun
Web Application/Web Services Maintenance	To provide maintenance and development work for suite of web applications and web services	\$45,500	Varsun
TOTAL		\$818,800	

DRAFT

BOARD MEETING DATE: April 2, 2021

AGENDA NO.

**PROPOSAL:** Execute Contract for Biennial Audit of Motor Vehicle Registration Revenues for FYs 2017-18 and 2018-19

**SYNOPSIS:** Health and Safety Code Section 44244.1 requires any agency receiving fee revenues pursuant to Section 44243 or 44244 to be subject to an audit of each program or project funded at least once every two years. On November 6, 2020, the Board approved the release of an RFP to select an auditor to perform the biennial audit for FYs 2017-18 and 2018-19. This action is to award a contract to BCA Watson Rice LLP, Certified Public Accountants and Advisors.

**COMMITTEE:** Administrative, March 12, 2021; Recommended for Approval

**RECOMMENDED ACTION:**

Authorize the Chairman to execute a contract with BCA Watson Rice LLP, Certified Public Accountants and Advisors for performance of the biennial audit of Motor Vehicle Registration revenues for FYs 2017-18 and 2018-19 at a total cost not to exceed \$100,800.

Wayne Nastri  
Executive Officer

SJ:JK:tm

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**Background**

AB 2766, chaptered into law as Health and Safety Code Sections 44220-44247, was enacted to authorize air pollution control districts to impose fees on motor vehicles. Fees are expended on mobile source air pollution reduction measures pursuant to the California Clean Air Act of 1988 or the South Coast AQMD AQMP pursuant to Article 5 of Chapter 5.5 of Part 3 of the California Health and Safety Code. Health and Safety Code Section 44244.1(a) states that any agency receiving fee revenues pursuant to Section 44243 or 44244 shall, at least once every two years, be subject to an audit of

each program or project funded. The audit is to be conducted by an independent auditor selected by the South Coast AQMD in accordance with Division 2 (commencing with Section 1100) of the Public Contract Code. Audit program guidelines for local government recipients of fee revenues under Health and Safety Code Sections 44220-44247 were prepared by the South Coast AQMD with input from the Technical Advisory Committee Audit Subcommittee of the Interagency AQMP Implementation Committee (IAIC), representatives of the Finance Committee of the League of California Cities and with Certified Public Accounting (CPA) firms whose clients include local governments. These audit guidelines were approved by the IAIC, MSRC and by the Board on December 4, 1992 and further revised and approved in January 1995, and again in August 2003. This is the thirteenth biennial audit of these fee revenues and covers FYs 2017-18 and 2018-19.

### **Proposal**

On November 6, 2020, the Board approved an RFP to conduct the biennial audit of recipients of AB 2766 fee revenues. The audit will cover recipients in all three segments of the AB 2766 fee distribution to determine whether the fee revenues collected in FYs 2017-18 and 2018-19 were spent on the reduction of pollution from motor vehicles as described above. The primary purpose of the audit is to set forth an opinion regarding the propriety of the expenditures incurred, not the degree of efficacy in reducing air pollution.

### **Outreach**

In accordance with South Coast AQMD's Procurement Policy and Procedure, a public notice advertising the RFP and inviting bids was published in the Los Angeles Times, the Orange County Register, the San Bernardino Sun, and Riverside County Press Enterprise newspapers to leverage the most cost-effective method of outreach to the South Coast Basin.

Additionally, potential bidders were notified utilizing South Coast AQMD's own electronic listing of certified minority vendors. Notice of the RFP was e-mailed to the Black and Latino Legislative Caucuses and various minority chambers of commerce and business associations and placed on South Coast AQMD's website (<http://www.aqmd.gov>) where it could be viewed by making the selection "Grants & Bids."

### **Bid Evaluation**

South Coast AQMD received two proposals from CPA firms that are qualified to perform audits in the State of California. All the proposals were received by the 3:00 p.m., January 15, 2020 deadline and were evaluated by a technically qualified panel in accordance with criteria contained in the RFP.

### **Panel Composition**

The panel convened to evaluate the proposals consisted of: City of Los Angeles Assistant Director of Transportation (Local Governments/MSRC), South Coast AQMD Planning and Rules Manager of Transportation Programs, a South Coast AQMD Financial Analyst (CPA) and another South Coast AQMD Financial Analyst (CPA Candidate). Of the four panelists that scored the proposals one is female and three are male. One panelist is Hispanic and three are Caucasian.

Both of the proposals received were rated technically qualified to perform the audit of the AB 2766 program and were scored for cost. The evaluation results for the two proposals are:

BIDDER	TECHNICAL SCORE	BID AMOUNT	COST	SMALL/ LOCAL BUSINESS	TOTAL POINTS	OVERALL RANK
BCA Watson Rice, LLP.	64.5	\$100,800	30.0	15	109.5	1 <sup>st</sup>
Simpson & Simpson, Certified Public Accountants	61.8	\$106,850	28.3	15	104.9	2 <sup>nd</sup>

The selection criteria used to rank the proposals included responsiveness to the RFP; technical expertise; qualifications and experience; past performance; cost; and SB/SBJV/DVBE/DVBEJV/DVBE/SB subcontractors/local business designation (non-EPA). Based on the panel's assessment of the criteria, BCA Watson Rice, LLP Certified Public Accountants and Advisors was selected to be recommended to the Board.

### **Resource Impacts:**

The maximum audit cost is \$100,800. The total audit costs will be borne by the entities being audited as follows:

- The cost of the audit of the South Coast AQMD's portion of motor vehicle registration revenues is \$4,850. Sufficient funds are included in the FY 2020-21 Budget;
- The cost of the audit of ten projects of the Mobile Source Air Pollution Reduction Trust Fund is \$8,200 and shall be deducted from the FY 2021-22 revenues subvended to the Mobile Source Air Pollution Reduction Review Committee; and
- The total cost of eighty-nine financial audits and twenty-one compliance audits of local governments is up to a maximum of \$87,750. This cost will be borne by the entities being audited in the manner set forth in the audit program guidelines and will be deducted from quarterly fee revenues prior to distribution.





# South Coast Air Quality Management District

21865 Copley Drive, Diamond Bar, CA 91765-4178  
(909) 396-2000 • www.aqmd.gov

[Back to Agenda](#)

Item 11

## LOCAL GOVERNMENT & SMALL BUSINESS ASSISTANCE ADVISORY GROUP FRIDAY, JANUARY 15, 2021 MEETING MINUTES

### MEMBERS PRESENT:

Mayor Pro Tempore Ben Benoit, LGSBA Chairman (Board Member)  
Supervisor Janice Rutherford (Board Member)  
Felipe Aguirre  
Mayor Rachelle Arizmendi, City of Sierra Madre  
Paul Avila, P.B.A. & Associates  
Geoffrey Blake, Metal Finishers of Southern California  
Todd Campbell, Clean Energy  
John DeWitt, JE DeWitt, Inc.  
Bill LaMarr, California Small Business Alliance  
Rita Loof, RadTech International  
Eddie Marquez, Roofing Contractors Association  
David Rothbart, Los Angeles County Sanitation Districts

### MEMBERS ABSENT:

LaVaughn Daniel, DancoEN

### OTHERS PRESENT:

Ruthanne Taylor Berger, Board Member Consultant (*Benoit*)  
Frank Cardenas, Board Member Consultant (*Cacciotti*)  
Thomas Gross, Board Member Consultant (*Benoit*)  
Debra Mendelsohn, Board Member Consultant (*Rutherford*)  
Mark Taylor, Board Member Consultant (*Rutherford*)  
Mark Abramowitz  
Patty Senecal  
Frank Forbes

### SOUTH COAST AQMD STAFF:

Derrick Alatorre, Deputy Executive Officer  
Naveen Berry, Assistant Deputy Executive Officer  
Daphne Hsu, Senior Deputy District Counsel  
Lisa Tanaka O'Malley, Senior Public Affairs Manager  
Vicki White, Technology Implementation Manager  
Scott Epstein, Ph.D., Program Supervisor  
Anthony Tang, Information Technology Supervisor  
Van Doan, Air Quality Specialist  
Elaine-Joy Hills, Air Quality Specialist  
Paul Wright, Senior Information Technology Specialist

### **Agenda Item #1 - Call to Order/Opening Remarks**

Chair Ben Benoit called the meeting to order at 11:30 a.m.

Chair Benoit announced that the reappointment of LGSBA members was approved by the Administrative Committee.

### **Agenda Item #2 – Approval of December 11, 2020 Meeting Minutes/Review of Follow-Up/Action Items**

Chair Benoit called for approval of the December 11, 2020 meeting minutes. The minutes were approved unanimously.

### **Agenda Item #3 – Review of Follow Up/Action Items**

Mr. Alatorre provided a response to the action items from the previous meeting and indicated that Legal confirmed it is acceptable to provide information to the members and the requested information was provided on January 5, 2021. Engineering & Permitting (E&P) retrieved one policy memo regarding ultraviolet (UV) and electron beam (EB) coatings, which is publicly accessible through E&P's Permitting Policies webpage. South Coast Air Quality Management District (South Coast AQMD) currently has 108 active permits issued under permit unit codes that specifically identify UV drying. There are some limitations to the data as most codes used in E&P's database do not provide this level of detail regarding the coating materials used, and certain equipment using UV/EB under a certain amount may be exempt from a written permit. Mr. Alatorre stated that the Advisory Group may adopt formal recommendations for action by the Governing Board to be taken to the Administrative Committee. Such recommendations shall be placed on the Advisory Group's agenda and shall become effective upon a vote by no less than a quorum. The recommendation shall be presented to the Administrative Committee via a written memorandum or letter, or by presentation by an agreed upon representative of the Advisory Group.

Ms. Rita Loof asked for confirmation that an email regarding UV/EB coatings was sent on January 5, 2021. Mr. Alatorre replied yes.

### **Agenda Item #4 – Adoption of Local Government & Small Business Assistance Advisory Group 2020 Accomplishments and 2021 Goals & Objectives**

Mr. Alatorre called for approval of the updated 2020 Accomplishments and 2021 Goals & Objectives. The item was approved unanimously.

### **Agenda Item #5 – Air Quality in 2020: Smog, Wildfire Smoke and Emission Changes from the COVID-19 Response**

Dr. Scott Epstein provided information on the anomalous air quality measurements and evidence for the factors influencing poor air quality in 2020.

Ms. Loof referenced slide #26 regarding the 1-hour ozone standard and asked how South Coast AQMD plans to overcome this setback. Dr. Epstein indicated that the information was based on preliminary data and must wait for validation and that the question would be better answered by Dr. Philip Fine or Dr. Sarah Rees. Dr. Epstein suggested that staff provide a more comprehensive response later, to which Ms. Loof agreed.

*Action item: Provide information on how South Coast AQMD plans to attain the 1-hour ozone standard.*

Mr. Bill LaMarr stated that based on the presentation, nonattainment of one pollutant and problems with others were due to exceptional events. Mr. LaMarr indicated that events, such as the pandemic, droughts, and wildfire, are beyond the control of South Coast AQMD and asked if there is anything the business community could do to provide support. Dr. Epstein indicated that the Environmental Protection Agency (EPA) does not consider drought, abnormal weather and possibly the pandemic as exceptional events, but does consider wildfires. If the data for days which wildfires occurred were excluded, South Coast AQMD would still be in nonattainment with the 1-hour ozone standard; however, the 24-hour particulate matter (PM<sub>2.5</sub>) standard could be attained. As for how the business community could help, public participation, feedback, and suggestions during demonstrations are beneficial. Mr. LaMarr commented on restaurant business operations during the pandemic. Dr. Epstein clarified that his previous response was to explain how the business community could help in demonstrating to EPA what data should be excluded due to exceptional events. During the public process of writing the events and making demonstrations to EPA that certain events are exceptional, the business or any community could help by participating and providing the strongest evidence that the events were exceptional and meet the EPA definition.

Mr. Geoffrey Blake indicated that there has been a reduction in vehicular traffic and fuel usage compared to previous years and asked how that impacts the overall picture. Dr. Epstein replied that there was an 80% reduction of light-duty vehicle traffic and 25% reduction of heavy-duty vehicle traffic resulting from the Safer-at-Home order in March. However, the reduction of heavy-duty vehicle traffic rapidly decreased to 10% and now it is back to normal. Nitrogen oxide (NO<sub>x</sub>) levels impact ozone levels and light-duty vehicles account for 5% and on-road heavy-duty vehicles account for 35% of the overall NO<sub>x</sub> emissions. The roads were empty of cars, but trucks were still operating; therefore, there wasn't a high reduction of NO<sub>x</sub> as it appeared to be.

Mr. Todd Campbell commented that the 1-hour ozone standard may not be attained by 2022 and asked if South Coast AQMD would be faced with a Federal Implementation Plan (FIP) and other sanctions. Dr. Epstein deferred the question to Dr. Fine and indicated that it would trigger a plan requirement. Mr. Campbell asked if it could be fixed by an Air Quality Management Plan (AQMP) update. Dr. Epstein replied that there may be other actions needed and deferred the questions to Dr. Fine.

Chair Benoit suggested to invite Dr. Fine to the next meeting. Mr. Campbell agreed as he would also like clarification on the potential FIP requirement in 2023.

***Action item:** Invite Dr. Fine or staff to the next LGSBA meeting to address questions relating to Dr. Epstein's presentation on Air Quality in 2020: Smog, Wildfire Smoke and Emission Changes from the COVID-19 Response.*

Ms. Loof indicated that several members are on the AQMP Advisory Committee and the topic of 1-hour ozone standard were in other staff presentations and speculated that committee might be meeting soon to discuss. The industry is very concerned as one of the remedies includes stationary sources getting penalized for nonattainment.

#### **Agenda Item #6 – Update on South Coast AQMD Incentive Programs**

Ms. Vicki White presented an update on South Coast AQMD incentive programs.

Ms. Loof referenced slide #8 and asked if the Community Air Protection Program (CAPP) funding is restricted to mobile sources and for an update on Assembly Bill (AB) 74 and Senate Bill (SB) 856. Ms. White replied that this program is still in the developmental stage. In the first year, CAPP incentives funding was based on direction from legislators to be used for mobile source projects submitted under existing programs, including Proposition 1B and Carl Moyer Program. Before any AB 617 communities were identified, 80% of those funds had to be used in disadvantaged and low-income communities. In year two, under SB 856, California Air Resources Board (CARB) included additional categories and allowed for funding of school air filtration systems and hexavalent chromium emissions reductions from plating facilities. In year three, in addition to mobile sources and existing categories, CARB added community-identified projects and stationary sources. If an identified action is part of the Community Emissions Reduction Plan (CERP), but not part of an existing guideline, then a project plan needs to be developed with input from communities and submitted to CARB for approval.

Mr. Campbell mentioned that he doesn't think that South Coast AQMD is moving forward with any tax-related legislation and asked if South Coast AQMD is considering alternatives to increase its ability to address mobile sources. Mr. Alatorre replied that there is no plan to seek another legislation, but there has been discussion regarding a possible statewide ballot to address climate change, including incentivizing mobile sources. South Coast AQMD is not leading this and has not taken any position, but is continuing to actively seek funding from the state and federal government.

Mr. Campbell commented that nonattainment impacts everyone economically, in the form of a FIP or other measures. Mr. Campbell discussed Assembly member Rudy Salas letter to the Legislative Analyst's Office (LAO) regarding to the Governor's Executive Order phasing out the sale of passenger cars by 2035 and heavy-duty trucks by 2045. Mr. Alatorre indicated that South Coast AQMD consultants have provided comment to the Governor's Office regarding this topic.

Mr. David Rothbart mentioned South Coast AQMD is not pursuing legislation and funding is needed and stated that incentives funding was specified in the 2016 AQMP to achieve emissions reductions and asked if it would be a problem if that plan is not fulfilled. Mr. Alatorre stated that a plan was submitted to EPA in 2020 for approval.

Ms. Loof expressed support for incentives for manufacturing to remain in the South Coast AQMD region.

#### **Agenda Item #7 –Monthly Report on Small Business Assistance Activities**

No comments.

#### **Agenda Item #8 - Other Business**

Mr. John DeWitt asked for clarification when the LGSBA will meet in person. Mr. Alatorre replied that the earliest in-person meeting would likely be at the end of the summer, depending on when coronavirus disease (COVID-19) vaccines are available. In the future, it is possible that two meeting options would be available: in-person and Zoom webinar and teleconference.

Mr. Campbell thanked Chair Benoit for his service and for making a statement at a previous meeting.

#### **Agenda Item #9- Public Comment**

No comments.

**Agenda Item #10 – Next Meeting Date**

The next regular Local Government & Small Business Assistance Advisory Group meeting is scheduled for Friday, February 12, 2021 at 11:30 a.m.

**Adjournment**

The meeting adjourned at 1:00 p.m.



# South Coast Air Quality Management District

South Coast  
AQMD 21865 Copley Drive, Diamond Bar, CA 91765-4178  
(909) 396-2000 • [www.aqmd.gov](http://www.aqmd.gov)

## ENVIRONMENTAL JUSTICE ADVISORY GROUP FRIDAY, OCTOBER 23, 2020 MEETING MINUTES

### MEMBERS PRESENT:

Council Member Ben Benoit, (Board Member)  
Supervisor Janice Rutherford, EJAG Vice Chair (Board Member)  
Manuel Arredondo, Coachella Valley School District, Retiree  
Dr. Lawrence Beeson, Loma Linda University, School of Public Health  
Kerry Doi, Pacific Asian Consortium in Employment  
Dr. Afif El-Hasan, American Lung Association  
Mary Figueroa, Riverside Community College  
Dr. Monique Hernandez, California State University, Los Angeles  
Dr. Jill Johnston, University of Southern California  
Humberto Lugo, Community Member  
Rafael Yanez, Community Member

### MEMBERS ABSENT:

Senator Vanessa Delgado (Ret.), EJAG Chair (Board Member)  
Rhetta Alexander, Valley Interfaith Council  
Suzanne Bilodeau, Knott's Berry Farm  
Paul Choe, Korean Drycleaners & Laundry Association  
David McNeill, Baldwin Hills Conservancy  
Daniel Morales, National Alliance for Human Rights  
Evelyn Knight, Long Beach Economic Development Commission  
Donald Smith, 136th Street Block Club

### OTHERS PRESENT:

Mark Abramowitz  
Tricia Almiron  
Scott Andrews  
Nazlee Ghannadi  
Melanie Holden  
Moses Huerta  
Patricia Hyatt  
Josephine Lee  
Terry Manies  
Debra Mendelsohn

**SOUTH COAST AQMD STAFF:**

Jill Whynot, Chief Operating Officer  
Derrick Alatorre, Deputy Executive Officer/Public Advisor  
Teresa Barrera, Principal Deputy District Counsel  
Sarah Rees, Assistant Deputy Executive Officer  
Victor Yip, Assistant Deputy Executive Officer  
Philip Crabbe, Public Affairs Manager  
Debra Ashby, Senior Public Information Specialist  
Julie Franco, Senior Public Information Specialist  
Pavan Rami, Staff Specialist  
Ricardo Rivera, Senior Staff Specialist  
Alicia Lizarraga, Senior Public Information Specialist  
Jeanette N. Short, Senior Public Information Specialist  
Lindsay McElwain, Senior Administrative Secretary  
Aisha Reyes, Senior Administrative Secretary  
Brandee Keith, Secretary  
Danietra Brown, Career Development Intern

**Agenda Item #1: Call to Order/Opening Remarks**

Council Member Ben Benoit called the meeting to order at 12:00 pm. Ms. Jeanette Short read the housekeeping items for the virtual meeting and took roll call.

**Agenda Item #2: Approval of August 28, 2020 Meeting Minutes**

Approval of the minutes was temporarily delayed until additional members arrived to reach a quorum. With the arrival of Supervisor Janice Rutherford, a quorum was reached, and Council Member Benoit called for a motion on the August 28, 2020 meeting minutes. Dr. Lawrence Beeson moved to approve the minutes and Mr. Kerry Doi seconded the motion. The minutes were approved unanimously.

**Agenda Item #3: Review of Follow-Up/Action Items**

Ms. Alicia Lizarraga provided a response to the August 28, 2020 action items:

- **Action Item:** Staff to provide outreach efforts to facilities still using perchloroethylene, also known as PERC.
  - South Coast AQMD continues to reach out to the community on this issue. An email was sent to facilities, as well as a written letter, on September 4, 2020, and additional outreach continues.
- **Action Item:** Staff to request an update or presentation from the Compliance department regarding virtual inspections.
  - This item was presented at the EJAG meeting.

**Agenda Item #4: Goals and Objectives for 2021**

Ms. Lizarraga presented the 2021 Goals and Objectives. A quorum was not reached during this item and therefore approval was delayed until the arrival of Supervisor Rutherford.

Mr. Rafael Yanez requested that the issue of Exide be re-added to the 2021 Goals and Objectives. Dr. Jill Johnston requested Quemetco also be added. Mr. Yanez motioned to approve the 2021 Goals and Objectives with the stated additions. Council Member Benoit seconded the motion. The 2021 Goals and Objectives were approved, Dr. Afif El-Hassan voted by email.

**Agenda Item #5: Update on AQMP Activities**

Ms. Sarah Rees gave an update on South Coast AQMD's, Air Quality Management Plan (AQMP) Activities.

Mr. Yanez commented on the importance of factors such as wildfire smoke or windblown dust, and the related health effects, into the AQMP.

Mr. Mark Abramowitz asked how funding had been provided by South Coast AQMD. Ms. Rees replied that South Coast AQMD had provided some funding from its own budget but was still short and therefore turning to state and federal budgets to also provide funding.

Mr. Yanez asked for the three dates on which staff received irregular peak air quality readings, and Ms. Rees replied one had been in January 2017, while two were in late December of 2017.

Mr. Kerry Doi asked what the contributing factors might be regarding high particulate matter levels in Compton, and what contributes to the emissions inventory. Ms. Rees explained South Coast AQMD had not determined the cause of unique Compton data points in 2017.

Mr. Doi asked if the emissions inventory included potential factors such as fireworks, mobile sources, or wildfire incidents. Ms. Rees confirmed it did account for them. Mr. Doi asked if, moving forward, there would be any efforts to involve community education, and Ms. Rees confirmed there would be outreach and community engagement.

Mr. Moses Huerta from the public, asked if the monitors installed in Paramount might have detected air quality irregularities from Compton. Ms. Rees said she believed the Paramount monitors were designed to detect different air toxics, but not necessarily monitoring for fine particulate matter. She offered to review the data.

Mr. Yanez asked if road grinding and paving operations could affect air quality readings. Ms. Rees confirmed it could.

Mr. Yanez asked if South Coast AQMD included wildfire data in their report to California Environmental Protection Agency (EPA). Ms. Rees stated that to include wildfire data in the report to EPA, South Coast AQMD would have to submit an application to have such data considered as an "exceptional event," which EPA is unlikely to approve.

Dr. Lawrence Beeson asked what penalties were levied for illegal burning. Ms. Rees said activities violating South Coast AQMD regulations could be fined, but penalties levied by fire services were likely to be far steeper.

Mr. Huerta stated South Coast AQMD could work with other agencies for monitoring information during outstanding events. Ms. Rees confirmed we do currently work with other state agencies and even provide monitoring equipment to them.



**Agenda Item #6: Virtual Inspections**

Mr. Pavan Rami gave a presentation on virtual inspections.

Mr. Yanez asked when South Coast AQMD took over inspections for PERC program. Mr. Rami explained that South Coast AQMD performed the inspections but worked with California Air Resources Board to fully implement the program.

**Agenda Item #7: Environmental Justice Community Partnership Update**

Ms. Lizarraga provided an update on the Environmental Justice Community Partnership.

Mr. Huerta recommended the use of FaceTime to engage in community tours including monitoring sites and equipment.

**Agenda Item #8: Member Updates**

Ms. Mary Figueroa shared that a bus depot has been slated to be developed next to a residential community in the City of Riverside and near a new incoming elementary school. She recommended the group stay informed on the issue.

**Agenda Item #9 - Other Business**

There was no other business.

**Agenda Item #10- Public Comment**

There was no public comment.

**Agenda Item #11: Next Meeting Date**

The next regular EJAG meeting is on Friday, January 29, 2021 at 12:00 pm.

**Adjournment**

The meeting was adjourned at 1:57 pm.